

**Town of Bethany Beach
Planning Commission Minutes
August 21, 2010**

The Bethany Beach Planning Commission held a meeting on Saturday, August 21, 2010 at 9:00 a.m. in the Bethany Beach Town Hall, 214 Garfield Parkway, Bethany Beach, DE 19930.

The following members were present: Lew Killmer, who presided; Chuck Peterson; John Gaughan; Fulton Loppatto; and Faith Denault.

The following member was excused: Kathleen Mink

Also present: Jeff Mascornick, Intern; Susan Frederick, Building Inspector; Councilpersons, Joseph Healy and Margaret Young; and Lindsey Shallcross, Administrative Secretary.

The meeting was called to order at 9:08 a.m.

OPENING OF MEETING

Approval of Agenda

Ms. Denault made a motion to approve the agenda. Mr. Peterson seconded the motion and it was unanimously approved.

Discussion/Approval of the Planning Commission Minutes of July 17, 2010

Mr. Gaughan made a motion to approve the minutes dated July 17, 2010. Seconded by Mr. Loppatto, the motion was unanimously approved.

Announcements/Comments/Updates

Non-Residential Design Review Update (Killmer/Denault)

There was no meeting so there was no report.

Comments/Updates Regarding the July Town Council Meeting (Killmer)

Mr. Killmer reported the following:

- The contract submitted by A.C. Schultes of Delaware for the drilling of a new well was approved. It will be the sixth water well in the Town's drinking water supply system. Once completed it will have the capacity to pump 1000 gallons/minute. The cost of the contract is \$259,987.
- The Council approved the Ad Hoc Survey Committee's Survey Plan and proposed open-ended survey questions for business and business property owners by a vote of 5-2.

Any action will not be taken until after the September meeting with businesses, the Town and the Chamber. Mr. Killmer stated that the purpose of this meeting is to move forward to begin to build a better and long lasting relationship with the Bethany Beach business community.

Mr. Killmer noted that he and Ms. Carol Olmstead recently had a meeting with Ms. Carrie Subity from the Bethany Beach Fenwick Island Chamber of Commerce, Melanie Booker and Diane Laird from the Delaware Economic Development Office. During this meeting, they discussed a number of techniques to begin developing an improved and long lasting relationship between the Bethany Beach business community, the Town of Bethany Beach and the Chamber.

- The Council voted with a 6-0 vote to gain ownership of the loop canal, portions of the Salt Pond and banks of the westernmost portion of the Bethany Beach Loop Canal and the westernmost area of the Salt Pond. Mr. Killmer added that it was conditionally approved and that a final decision must be made by Tuesday (August 24th) as per conditions made by the current owner.
- There will not be an election this year since only the four incumbents registered to run for office for the four open seats on Town Council..
- The Town welcomed guests from the Town of Periers, France as part of the twinning (sister cities) of Periers with Bethany Beach. A number of events were planned honoring our guests from France.
- A Town Council meeting is scheduled for September 20, 2010.

Comments, Q&A and Discussion for Planning Commission Members

There were no questions or comments at this time.

PUBLIC COMMENT/QUESTIONS FOR THE PLANNING COMMISSION

There were no comments/questions for the Planning Commission at this time.

NEW BUSINESS

There was no new business to discuss.

OLD BUSINESS

Continue to Update the 2005 Bethany Beach Comprehensive Development Plan

Mr. Killmer reported that he would speak when appropriate with Mr. Bryan Hall regarding the Public Hearings that will need to take place in order for the 2010 Comprehensive Development Plan to be certified. It is required that multiple public hearings be held, but Mr. Killmer feels that it is necessary to only have a minimum of two public hearings since the Town's Comp. Plan does not involve annexation, growth areas or changes to the Town's current zoning code. The Commission agreed.

The Commission did a line-by-line review of the 2005 Bethany Beach Comp. Plan for potential updates and revisions.

Mr. Killmer stated that Mr. Mascornick has already updated some sections of the Comprehensive Plan.

Mr. Killmer acknowledged that Ms. Frederick has also updated Tables #10 and #11 on Pages 16 and 17 of *Section 2.2. Housing* of the Comp. Plan. He expressed his appreciation to Ms. Frederick.

Mr. Peterson questioned if the Town acquired ownership of the bed and bank of the westernmost portion of the Bethany Beach Loop Canal and the westernmost portion of the Salt Pond, should a section be added onto Page 26 of the Comp. Plan?

Mr. Killmer replied that a section should be added and it should be titled “Land Use, Land Acquisition, and Annexation” under *Goal Statement- Land Use and Annexation*.

Possible Status Reports of Individual Planning Commission Members Regarding Strategic Plan Assignments

Arts, Entertainment, and Recreation Document (Denault)

The Commission reviewed and discussed the Arts, Entertainment, and Recreation document, which was drafted by Ms. Denault.

Mr. Killmer recommended developing the second paragraph into more of an objective and reformat the first paragraph into an introduction.

Mr. Killmer advised that all of the goals in this document need to have some form of achievable metrics.

E-Government for Bethany Beach Document (Loppatto)

Mr. Killmer expressed thanks to Mr. Loppatto for generating this document.

Mr. Killmer acknowledged that was very impressed with Mr. Loppatto’s e-Government document. He added that some items are very futuristic, but there are some excellent ideas that should be implemented by the Town.

Mr. Gaughan noted that it is worth monitoring the types of technologies that are mentioned in the document.

The Commission reviewed and made some minor changes to the document.

Proposed Major Capital Improvement Projects for Bethany Beach Document (Killmer)

Mr. Killmer stated that this document could be formatted in various ways.

Mr. Peterson suggested that it would make sense to keep the Sections “Near Term Projects”, “Long Term Projects” and “On-Going Capital Intensive Projects” separate.

Mr. Gaughan explained that combining all of the sections together help the causal reader understand that there is a plan and strategy. If the sections are separated, it diffuses the purpose of it.

Mr. Loppatto questioned if there are any necessary improvements to the boardwalk that need to be addressed.

Mr. Killmer responded that he has thought about adding needed improvements for the boardwalk, but he determined that it is better suited to be classified as an on-going project. While the upgrading of the boardwalk requires extensive outlay of capital, it is primarily an ongoing maintenance and upgrading issue.

Mr. Killmer also addressed that there is substantial on-going damage done to the foot showers, due to storms and vandalism. Therefore because of these and other concerns brought by homeowners near the boardwalk, the Town Council for now made a decision not to consider the addition of two possible public restroom building on the extreme north and south ends of the boardwalk area.

Mr. Loppatto noted that extending the boardwalk could be considered to better benefit handicapped individuals.

Ms. Young agreed that it would be a good accomplishment to have more handicap parking spaces throughout the Town.

Mr. Killmer stated that he will discuss the issue with Town Manager, Cliff Gravier.

Mr. Healy declared that the bandstand is the focal point of the Town, and that the Town should consider widening the boardwalk from Campbell Place to Hollywood Street since it relates to what is being done with the Streetscape Project.

Mr. Killmer said that he will discuss this matter with Mr. Gravier.

The Commission also briefly discussed a futuristic idea of having a fishing pier in the Town.

SUMMARIZE ACTION ITEMS

- A. The Planning Commission members are going to review the Goal Statements on Page 7 and Page 8 of the Comp. Plan.
- B. Mr. Mascornick is going to update the necessary sections of the Comp. Plan.
- C. Mr. Mascornick is going to meet with Ms. Frederick to work on updating Table 17 of the Comprehensive Plan related to housing units in coastal zones.
- D. The Planning Commission will review the Comp. Plan for changes.

- E. Mr. Killmer is going to obtain information from the Town Manager's Office on various sections of the Comp. Plan.
- F. The drafted Comp. Plan document will be given to the Town Council for input.
- G. The Planning Commission will schedule public hearings that will be incorporated into Planning Commission meetings.
- H. Mr. Killmer hopes to have the first draft complete by October.

ADJOURN

Mr. Peterson made a motion to adjourn the meeting. Seconded by Mr. Gaughan, the motion was unanimously approved.

The meeting was adjourned at 10:50 a.m.

The next Planning Commission is scheduled for September 25, 2010.

A Land Partitioning hearing is scheduled for October 16, 2010.

Respectfully Submitted:

Lindsey Shallcross, Admin. Secretary